

CONTRACT NO.: _____

Workforce Goal: _____%

Workforce Plan Monthly Employee Report (MER)

MDC/DBD

Reporting Period: From: _____ to _____

Reporting Period: **From:** _____ **To:** _____

Percentage of Workforce Goal met: _____%

Employee SS#	Last Name	First Name	Address	City	Zip Code	Proof of Residency (specify types)	Classification hired for	Total hours worked - this period	Gross Earning - prior month	Ethnicity	Date of Hire	End date	Workforce Recruited From				DTA			New hires this period Put an "X"
													CH	WRO(insert name of WRO)	WDO (insert name of WRO)	Self-Recuit	1	2	3	
Primary Contractor																				
Subcontractor																				
Subcontractor																				
Subcontractor																				
Subcontractor																				

Executed by:

Signature of Affiant

Sworn before me: Day of 200_

Printed Name of Affiant

Notary Public

DTA in which employee resides:

1= Recruited from DTA in which project is located.

2= Recruited from nearest DTA in which the project is located.

3= Recruited from another DTA other than 1 or 2.

Legend:

WDO= Workforce Development Organization

WRO= Workforce Recruitment/Referral Organization

CH= Clearinghouse

Form: CWP-02

Revised 11/03